

Meeting : 6th OB 2024-2025
Date : 26 October 2024, Sat
Time : 2.30pm KL time
Venue : Zoom
Notes by : DK

Next Meeting : 7th OB 2024-2025
Date : 14 Jan 2025
Time : tbc
Venue : Colombo, Sri Lanka

Office Bearers

Office Bearers	President	Ar. Saifuddin Ahmad	(SA)
	Vice President Zone A	Ar. Devendra Nath Gongal	(DNG)
	Vice President Zone B	Ar. Saykham Thammanosouth	(ST)
	Vice President Zone C	Ar. Thomas Cheung	(TC)
	Immediate Past President	Ar. Abu Sayeed M Ahmed	(ASA)
	Honorary Secretary	Ar. Dexter Y.P. Koh	(DK)
	Honorary Treasurer	Ar. Ridha Razak	(RR)
	Advisor	Ar. Tan Pei Ing	(TPI)

Absent with Apologies

Advisor	Ar. Rita Soh	(RS)
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Attendees by Invitation

President/	Archt. Rohana Bandara Herath	(RBH)
Senior Vice-President	Archt. Dilumini De Mel	(DDM)
Senior Manager	Mr. Azmy Haleemdeen	(AH)

Attachments

ATT.1.1 ATT.1.1 ARCASIA FORUM 22 Program
ATT.1.2 ARCASIA Forum 22 - Tentative Programme (2024.10.12)
ATT.2.1 240723 (TPI) PROPOSAL FOR COUNCIL APPROVAL - Future of AAA Award Draft
ATT.2.2 240725 (DK) ARC AAA Organising Framework R4
ATT.3 240731 ARC RFP for AA Magazine Publisher
ATT.4 240816 Evaluation of AAK Membership into ARCASIA TPI Draft
ATT.5 *TPI final document pending HonSec compilation*
ATT.6.1 ATT.6.1 240731 JVM ARC Thesis of the Year 2024
ATT.6.2 ATT.6.2 TOY GUIDELINES SALIENT FEATURES 10-26-24
ATT.7.1 ATT.7.1 240731 JVM ARC Students' Design Competition 2024
ATT.7.2 ATT.7.2 SDC GUIDELINES SALIENT FEATURES 10-26-24
ATT.8 *FSE final document pending completion*
ATT.9 Pending draft ADPC MOU from VPC for Council Approval:
ATT.10 Audited FS_YE 31-12-2023
ATT.11 241023 QUO ARC ASIA MEDAL FOR 2024

MATTERS**ACTION BY:****1.0 Convening of the 6th OB Meeting**

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|-------|--|------|
| 1.1 | Welcome Remarks – ARCASIA President, Ar. Saifuddin Ahmad | |
| 1.1.1 | Pres welcomed SLIA and OBs to the meeting. | INFO |
| | Pres remarked after SLIA meeting, that he did not want to comment/deliberate too much on the forum programme in view that there was only 2 months left before the event, and hoped SLIA will be able to organise the Forum. He opined the most important component of the Forum is the Council Meeting/Elections/Forum23 host and not so much on the Forum itself. | |
| 1.2 | Adoption of this Meeting Agenda - Hon Secretary | |
| 1.2.1 | The Meeting Agenda issued on 2 Oct 2024 was adopted. | INFO |
| 1.3 | Adoption of the Minutes of the 5th OB 2024-2025 Meeting held via Zoom on 17 Aug 2024 - Hon Secretary | |
| 1.3.1 | The Minutes was confirmed as correct records by the meeting, as proposed by Pres. | INFO |

MATTERS

ACTION BY:

2.0 Matters Discussed at the 6th OB Meeting – Matters for Tabling at 44th Council Meeting, 15-16 Jan 2024

2.1 Report on FORUM22 by SLIA/Convenor

2.1.1 Pres invited RBH to present SLIA’s updates -
ATT.1.1 ARCASIA FORUM 22 Program
ATT.1.2 ARCASIA Forum 22 - Tentative Programme (2024.10.12) INFO

2.1.2 - New website re-launched on 15 Sep, receiving reservations, have not changed the rates, and giving option for transportation. INFO
- Programme flyer and letter issued to all MIs, copied to HonSec
- SLIA has received responses from MIs
- Some countries have requested refunds, finalised 90% of the refunds via payment gateway
- Change of format: FORUM Day 2 consisting of 9 Workshops of 2 hours each in 3 rooms
- RBH requested OBs to consider providing financial assistance for the Awards Dinner
- Theme has been changed to reflect new venue and context: *Polymathic Excellence: Crafting Narratives, Designing Tomorrows*
- Forum Chairman: Archt. Damith Premathilaka
- Speakers have been invited and receiving confirmation, full list to be provided at next meeting
- SLIA has clarified with some MIs on the discrepancies of hotel rates published on other websites with Forum22’s rates
- All reservations for hotels and venues have been made

2.1.3 PROGRAMME INFO

DAY 01		ARRIVAL
DAY 02	10:00 AM - 05:00 PM	OFFICE BEARER MEETING <i>Saffron BMICH</i>
14 Jan	10:00 AM - 05:00 PM	ACAE, ACPP, ACGSA, ACSR, ACYA <i>Lavender, Orchid, Mihilaka, Lotus, Ruby</i>
	06:00 PM	OPENING OF ARCASIA EXHIBITION <i>Lounge, BMICH</i>
	07:00 PM - 10:00 PM	WELCOME DINNER <i>Blue Orbit, Citrus Lotus Tower</i>
DAY 03	10:00 AM - 05:00 PM	COUNCIL MEETING DAY 1 <i>Sapphire, BMICH</i>
15 Jan	07:00 PM - 10:00 PM	FELLOWSHIP MEETING AND DINNER <i>Balmoral, The Kingsbury</i>
DAY 04	10:00 AM - 05:00 PM	COUNCIL MEETING DAY 2 <i>Sapphire, BMICH</i>
16 Jan	07:00 PM - 10:00 PM	ARCASIA AWARDS FOR ARCHITECTURE <i>Ballroom, The Kingsbury</i>
DAY 05	08:00 AM - 05:00 PM	FORUM DAY 1: 2-hr Sessions <i>Main Conference Hall, BMICH</i> Session A: <i>Keynote Speech 1 Speech 1, Speech 2, Panel Discussion</i> Session B: <i>Keynote Speech 2 Speech 3, Speech 4, Panel Discussion</i> Session C: <i>Keynote Speech 3 Speech 5, Speech 6, Panel Discussion</i> Session D: <i>4 x Student Presentations</i> Movie Screening: <i>Geoffrey Bawa</i>
17 Jan	07:00 PM - 10:00 PM	FORUM DINNER <i>Sapphire, BMICH</i>

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ACTION BY:

DAY 06	08:00 AM - 05:00 PM	FORUM DAY 2: 2-hr Workshops <i>Jasmine, BMICH: Workshops 1, 4, 7 Cinema, BMICH: Workshops 2, 5, 8 Ruby, BMICH: Workshops 3, 6, 9</i>
18 Jan	07:00 PM - 10:00 PM	FRIENDSHIP NITE <i>Honey Beach, The Kingsbury</i>

DAY 07 DEPARTURE/ TOURS

2.1.4

Pres comments & RBH responses:

- Pres admitted that at the last meeting the focus was one the registrations fees that he overlooked the change in the Forum theme, and only discovered after viewing the presentation deck, and therefore he had to accept the revised theme.
- The theme was supposed to tie with the President’s mission & vision; even the original theme was much deliberated before confirmation.
- Due to the changes in the speaker line-up necessitating the theme change and time constraints with only 2 months to prepare for the Forum, Pres will not be making much comments on SLIA’s proposal and hoped OBs will do likewise; as he is now more concerned for the Forum to happen.
- Pres enquired how many of the previous speakers will be/have confirmed participation in Jan, and whether the speakers have been informed by SLIA and/or have confirmed their availability or otherwise. The host has the due obligation to do so, as the Forum has been postponed and not cancelled; and despite SLIA being the Host Institute, the Forum is an ARCASIA event and its reputation needs to be protected.
 - *RBH responded that SLIA had communicated with speakers on the postponement, some have indicated unavailability to participate; SLIA needs some time to finalise and confirm and will provide the information in writing. RBH reiterated as country President, his assurance to uphold the good name of ARCASIA.*
- The format has been changed to workshops on the second day, Pres wanted more details ie format, attendees. This has to be made known to MIs as this is a new format not previously done for Forums.
 - *SLIA will provide the speakers for each workshop theme, discussions are still on-going, however the topics will not be changed, information will be provided once finalised.*
- Pres noted Archt. Damith as Convenor for Forum; Pres enquired who is the Convenor for Awards Presentation, as ASC was awaiting for PIC on SLIA to coordinate with.
 - *RBH responded the Senior VP/incoming SLIA Pres Archt. Dilumini shall be the Awards Convenor, however Azmy oversees the financial aspects.*
- Pres noted refund process is 90% underway, however Pres highlighted there were several emails from MIs which he is unsure if SLIA has responded i.e. SONA - rates of hotels, UAP - clarifications & transportation, SIA - local hospitality, KIRA – refunds for city officials.
 - *RBH responded they have communicated with SONA, will respond to SIA, and will check whether the KIRA correspondence has been responded.*
 - *RBH will convene Monday morning meeting and address all queries and comments.*
- Pres noted SLIA’s request for financial support, and will deliberate with OBs after this. He reiterated that in the Handbook, the obligation to host the awards ceremony lies with the Host Institute. Any financial support will necessitate Council approval. Pres advised that the forum and associated

SLIA

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ACTION BY:

events to be organised as basically as possible, in consideration of the financial position of SLIA. Notwithstanding SLIA wanting to provide the best for the event, Pres is sure the MIs will understand the situation SLIA is in.

- Pres noted the registration fees has remained unchanged and he will not be deliberating on it anymore however he cautioned that delegates will only participate if there is a good package.
- Pres opened to OBs for their comments, to which TPI, ST, TC & DNG had none.
- IPP enquired on the change in the Forum format, he sought the reason for the change.
 - *RBH responded that while there were less enthusiasm from SLIA members when the Forum was originally to be held in Kandalama due to the distance, the new venue elicited better response and enquiries, and suggestions. This included giving more exposure to students and the local community, and taking into account new trends in the region. The workshop marked a change from participants merely sitting and listening in a hall.*
- IPP enquired further on the workshop format and whether there are any outcomes, for example.
 - *RBH responded the outcomes of the workshop will be recorded, and using this international event (the first in 17 years) to show its strength and unity as a fraternity, and its strength in the region, to the new government*
- Pres remarked that the workshop format has taken him by surprise, as at the last presentation the Forum was still based on the standard format. Despite SLIA being the Host Institute, the organisation of Forums has always been based on an agreed format by ARCASIA Council, and that is what is expected by MIs. There can be changes, but they need to be approved. Notwithstanding this, due to the time constraints, Pres needs to be fully reported on the details of the workshop. By introducing the workshop, SLIA has set a precedent of not following the Forum format, and this may be raised by MIs and Pres needs to answer to them. Even on the participation of students - there was even concern when Forum Convenor & ACYA wanted to propose events during the forum in Kandalama, that it did not follow the Forum format.
- Nonetheless, in conclusion, Pres wants the workshop format to be finalised and shared with OBs in the next 2 weeks, and informed to MIs on this; and hoped the event will go on as scheduled in Jan 2025.

Another meeting will be arranged with SLIA for the Forum by early December to finalise all the details.

2.2 Elections – President-Elect & Deputy Chairs

- 2.2.1 Secretariat emailed Nomination letter and Election candidate declaration forms to MIs on 24 Jul 2024. As of today, the following received nominations:
 - i. President-Elect: 1
 - ii. ACAE - 1, ACPP -1, ACYA – 1
 - iii. ACSR, ACGSA, Fellowship: nil

INFO/
For tabling
to Council

2.3 Bids for FORUM23 in 2026

- 2.3.1 Secretariat emailed Letter inviting Bidding for Hosting of FORUM23 in 2026 to MIs on 25 July 2024. As of today, no bids have been received.
- 2.3.2 Pres remarked that since Forum22 is being hosted by Zone A MI, ACA21 by Zone C, then possibly Forum23 may be hosted by Zone B; nevertheless, he requested VPs to encourage their respective Zones to submit bids otherwise it may be a repeat of Forum22 situation.

INFO

VPs

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	<p>2.4 ACA21</p> <p>2.4.1 Report on ACA21 by KIRA/Convenor</p> <ul style="list-style-type: none"> (i) Last report dated 16.08.24, presented to OBs at the zoom meeting on 26 Aug 2024. (ii) Pres directed HonSec to communicate with KIRA to submit a revised Report by Dec 2024 for review prior to presentation at Council Meeting. <p>2.4.2 AAA Awards 2025 Guidelines & Framework emailed to KIRA 24 Sep 2024.</p> <p>2.4.3 Student Jamboree Guidelines & Framework emailed to KIRA 24 Sept 2024.</p>	<p>HonSec – immediate For KIRA tabling to Council</p> <p>INFO</p> <p>INFO</p>
	<p>2.5 AAA Awards</p> <p>2.5.1 Report by AAA2024 Convenor Last Report submitted by AAA on 18.07.24</p> <p>2.5.2 Proposal to invite Member Institutes to submit bids to organise the ARCASIA Awards for Architecture (AAA) for a period of 5 years, from 2026-30</p> <ul style="list-style-type: none"> (i) The following documents have been drafted by TPI & HonSec: <i>ATT.2.1 240723 (TPI) PROPOSAL FOR COUNCIL APPROVAL - Future of AAA Award Draft;</i> <i>ATT.2.2 240725 (DK) ARC AAA Organising Framework R4</i> (ii) OBs approved for the above documents to be circulated for Council Meeting. Pres requested VPs to have a final review in the next few days for comments, if any. <p>2.5.3 SLIA Request for Financial Support for Awards Ceremony</p> <ul style="list-style-type: none"> (i) SLIA submitted request vide letter ref:24-25/001/sec/030/319 dated 21 October 2024. (ii) Pres shared that in the handbook, AAA (2016) (still unchanged from the period when fees were not levied): <i>12. BUDGET The Convenor for the AWARDS shall present a Budget for the administration of the Awards at every Council Meeting for approval showing the projected expenses and income for the coming year.</i> <i>13. FINANCIAL & AUDIT The ARCASIA AWARDS shall be financed by the Council to the extent determined by the Council, provided that the Convenor and the Awards Committee shall be permitted to raise the balance amount through appropriate means and legitimate sponsorships provided that, the audited accounts of the income and expenditure incurred are presented for approval of the Council at its Annual Meetings.</i> <p>Pres also reported that the proceeds from AAA2024 currently amounts to USD26k, and that SLIA had submitted the full cost of hosting the Awards Ceremony amounting to USD26k.</p> <ul style="list-style-type: none"> (iii) TPI clarified that the organisation of the award, and the awards ceremony/dinner & exhibition must be separated. In the past, when there was no fee levied, the Host Institute was obligated to host the dinner and exhibition while ARCASIA had to subsidise part of the costs ie transporting the boards 	<p>INFO</p> <p>INFO</p> <p>VPs/ For tabling to Council</p> <p>INFO</p> <p>INFO</p> <p>INFO</p>

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for judging and the overall organisation of the awards. Prior to the setting up of the AAA platform during RS' tenure, the MIs hosting Forums/Congress had to set up the submission platform and organise the awards separately from the dinner. After the AAA platform was set up, the Host Institute no longer had to incur the cost of organising the awards. In this current cycle the organising of the AAA is by ASC, therefore ASC should be reimburse for their organising efforts. SLIA is merely hosting the exhibition and dinner, which is part of Host Institute obligation and therefore should not be claiming for the proceeds of the awards organisation.

(iv)	HonSec clarified that SLIA's submission of full costs was not what was envisaged from them, as they initially requested financial support to cover hotel expenses, presumably for jurors.	INFO
(v)	TPI responded judging cost is part of the organisation of the awards, but not for inviting jurors to the awards ceremony.	INFO
(vi)	Pres remarked that SLIA appeared to be taking the opportunity to request for funding despite being reminded that the hosting of the awards dinner is Host Institute's obligation. He stressed that he sought OBs' view on this, as funding to SLIA, if any, would have to come from ARCASIA funds, and would have to be construed as support and require Council approval.	INFO
(vii)	TPI opined that this would set a bad precedent. Furthermore Host Institutes can levy a charge for attending the awards ceremony, with exception for those given complimentary entry.	INFO
(viii)	ST also concurred with TPI, DNG opined OBs should try to assist SLIA in whatever way is possible.	INFO
(ix)	Pres decided that he will respond to SLIA that hosting of the awards ceremony is the obligation of the Host Institute and is allowed to levy an entry charge, with that and sponsorships, to organise the event as simple as possible. HonSec to draft response to SLIA.	HonSec - immediate
(x)	Additionally, TPI remarked that as SLIA is now combining their own conference with Forum22, the cost of organising should be much less than previous proposed Kandalama forum. Pres noted the main reason for the financial predicament was the lack of sponsors, while TPI lamented that IIA, IAP & IAB had previously given undertaking to assist SLIA to seek sponsorships, but this was not forthcoming.	INFO
(xi)	Pres requested DNG to request Presidents to support the Forum during the Zone A Presidents' Meeting in Orissa.	VPA
2.5.4	Tasks to be undertaken by SLIA, ASC & JVM for Awards Ceremony	
(i)	HonSec reported that he has sent a reminder email to SLIA, ASC & JVM on their respective outstanding tasks. JVM has responded, ASC has provided winner information but not the images while SLIA has yet to provide event run-down etc as they have only just convened a committee. HonSec will further remind.	HonSec
2.6	AA Magazine	
2.6.1	Report by ASC on AA Magazine 2020-current	
(i)	Last Report from AA Team submitted on 26.06.24, for reporting at Council Meeting. (<i>HonSec to liaise with AA Team for any updated Report</i>)	INFO
2.6.2	Proposal to either renew ASC's contract, or to invite Member Institutes to submit bids to publish AA Magazine, from 2026-30	
(i)	Document prepared: ATT.3 240731 ARC RFP for AA Magazine Publisher	INFO

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	<ul style="list-style-type: none"> (ii) Pres proposed that in Council Meeting, after AA Team reports, to inform Council the expiration of the Contract end 2025, and to seek Council to decide whether to give mandate to Pres to negotiate to renew the Contract, or to invite MIs to submit fresh bids. 	For tabling to Council
	<p>2.7 Membership</p> <p>2.7.1 New Members' status (43rd Council Meeting decision)</p> <ul style="list-style-type: none"> (i) OB will report at next Council Meeting that the status quo to be maintained in order to be inclusive, and that many changes will need to be made to the Constitution should the decision at the last Council Meeting be upheld. <p>2.7.2 AAK membership application + AAK to be invited to FORUM22 as Observer</p> <ul style="list-style-type: none"> (i) TPI has reviewed the documents and drafted the following: <i>ATT.4 240816 Evaluation of AAK Membership into ARCASIA TPI Draft</i> ATT.4.2 AAK Submission Documents (11 files) - not required to be appended for CM (ii) TPI advised to issue the Evaluation, indicate the Zone (B), and the subscription fees to be paid, then MIs to vote. AAK to be given 3-5 minutes to introduce their institute (iii) Pres to invite AAK to attend Forum22 & Council Meeting as Observers, at their own cost as they have yet to be admitted as member. <p>2.7.3 AAM (Maldives) membership</p> <ul style="list-style-type: none"> (i) Reminder emails sent 29 July & 18 Oct 2024, however no responses forthcoming. <p>2.7.4 AMA Fee Waiver</p> <ul style="list-style-type: none"> (i) (At the 4th Meeting) the meeting decided that this matter be brought to Council for deliberation and decision. When HonTre presents the list of Institutes, the situation of AMA to be relayed to Council for a resolution, whether to waive fees of the past 3 years or to accumulate the arrears. <p>2.7.5 Lack of Communication with KAU</p> <ul style="list-style-type: none"> (i) (From 4th Meeting) HonTre checked past records and confirmed that KAU had not paid 2023's subscription. RS reported she has yet to contact the North Korean Embassy in Singapore/Consul Ri and will do so when she returns to Singapore. (ii) HonTre to notify Council during HonTre's Report 	<p>For reporting at CM only</p> <p>INFO</p> <p>For tabling to Council, For AAK to present to Council</p> <p>HonSec</p> <p>INFO</p> <p>For tabling to Council</p>
	<p>2.8 ARCASIA Handbook</p> <p>2.8.1 Handbook update (by TPI)</p> <ul style="list-style-type: none"> (i) TPI will send to HonSec the final version docx file, but will omit TOY as it has yet to be approved by Council (JVM is working on TOY & Students' Design Competition documents) (ii) TPI final document: ATT.5 <p>2.8.2 TOY Document update (by JVM, discussed in OBCC Mtg)</p> <ul style="list-style-type: none"> (i) JVM final documents: <i>ATT.6.1 240731 JVM ARC Thesis of the Year 2024</i> <i>ATT.6.2 TOY GUIDELINES SALIENT FEATURES 10-26-24</i> <p>2.8.3 Student Design Competition update (by JVM, discussed in OBCC Mtg)</p>	<p>RS/INFO</p> <p>For reporting at CM</p> <p>TPI/ For tabling to Council</p> <p>For tabling to Council</p>

MATTERS	ACTION BY:
<p>(i) JVM final documents: <i>ATT.7.1 240731 JVM ARC Students' Design Competition 2024</i> <i>ATT.7.2 SDC GUIDELINES SALIENT FEATURES 10-26-24</i></p>	For tabling to Council
<p>2.9 ACSR Charter (by FSE, did not table in OBCC Mtg, pending)</p>	FSE/ For tabling to Council
<p>(i) FSE final document: ATT.8</p>	
<p>(ii) FSE to submit ASAP</p>	
<p>2.10 AEA - MOU with APDC</p>	VPC/ For tabling to Council
<p>(i) Pending draft ADPC MOU from VPC for Council Approval: ATT.9</p>	
<p>(ii) HonSec to remind VPC</p>	
<p>2.11 ARCHIDEX Proposal to Organise Asia Young Architects Awards</p>	INFO
<p>(i) HonSec reported that this proposal will not be brought to Council; PAM-ARCHIDEX will be writing to OBs in due course.</p>	
<p>2.12 VPs</p>	VPs/ For tabling to Council
<p>2.12.1 VP's Reports</p>	
<p>Preparation for Council Meeting</p>	
<p>2.12.2 Topics for Country Reports by Zones</p>	
<p>VPs chose the following topics for respective zones:</p>	VPs to disseminate to MIs/ For MIs reporting to Council
<p>i. Zone A: Implementation of ESG by architects in their practices</p>	
<p>ii. Zone B: Implementation of SDG goals by architects in their practices</p>	
<p>iii. Zone C: Adoption of AI by architects in their practices</p>	
<p>3.0 Treasury Matters</p>	
<p>3.1 Treasurer's Report for Council Meeting</p>	HonTre/ For reporting to Council
<p>(i) HonTre to prepare Report for Council Meeting</p>	
<p>Draft presented; 5 MIs yet to pay their subscriptions</p>	
<p>2023 audited report received: <i>ATT.10 Audited FS_YE 31-12-2023</i></p>	
<p>3.2 Approval of Payments/Quotations</p>	HonTre
<p>(i) HonTre presented quotation from JVM for TOY & AAA medals and certificates. Quotation approved and to proceed.</p>	
<p><i>ATT.11 241023 QUO ARC ASIA MEDAL FOR 2024</i></p>	
<p>(ii) HonTre reported he will compile the list of payments for approval next month, payment to be made end Nov/Dec.</p>	HonTre
<p>3.3 Subscription of members - SONA</p>	Hon Tre
<p>(i) (From 4th Meeting) TPI reminded that when SONA joined ARCASIA it was given a special rate of USD200, however SONA has since grown. VPA reported that he spoke to SONA President who responded they were reluctant to pay more as their income was only from membership fees.</p>	INFO
<p>(ii) TPI opined SONA should be paying the same rates as other MIs as they are/should be of equal standing with the rest.</p>	INFO
<p>(iii) Pres to communicate to SONA President when he meets him in Orissa in Nov, and will advise OBs on the outcome, and bring to Council if necessary.</p>	Pres

MATTERS	ACTION BY:
<p>3.4 Other Treasury Matters</p> <ul style="list-style-type: none"> (ii) HonTre is awaiting ASC’s costs for organising AAA (iii) Juror tokens: It was confirmed there will not be any tokens for jurors (iv) Inviting of Jurors to Awards Ceremony: Pres shall be inviting jurors to the Awards Ceremony, 3 nights room, hospitality and Forum registrations to be paid by ARCASIA as ARCASIA’s guests. Once jurors confirm attendance, HonTre to seek costs from SLIA for reimbursement. (v) Only President’s chain to be made, IPP’s medal (for SA) not required as an extra medal was made when ordering for IPP’s. (vi) It was agreed to transfer all the monies received in PayPal to the DBS account. HonTre to communicate with HongSui on this. (vii) HonTre will discuss with TPI & RS separately on tax matters. 	<p>ASC</p> <p>INFO</p> <p>HonSec/ HonTre</p> <p>INFO</p> <p>HonTre/Ho ngSui</p> <p>HonTre/TPI/ RS</p>
<p>4.0 Other Matters Arising</p>	
<p>4.1 OB Meetings</p> <p>1st - 24 Feb 2024, Kandalama + Zoom 2nd - 16 Mar 2024, Zoom (OB + FORUM22/SLIA Team) 3rd - 1 May 2024, Bangkok 4th - 4 Jul 2024, Kuala Lumpur 5th - 17 Aug 2024, Zoom 6th – 26 October 2024, (Meeting before Forum22) 7th - 14 Jan 2025, ARCASIA Forum, Colombo</p> <p>Other Probable Dates in 2025 (<i>Hosts to indicate venue/city and probable dates so that it can be aligned with ARCASIA calendar</i>)*</p> <ul style="list-style-type: none"> i. OB Mtg + Pilot Tour Incheon - 11 April (after Ramadan, before Easter) ii. OB Mtg/ASC hosting in Beijing - end April or mid-May* iii. OB Mtg/UAP hosting in Manila for UAP 50th Anniversary - April* iv. OB Mtg/PAM hosting for DATUMKL - July* v. OB Mtg/ACA21 in Incheon - 8 Sept vi. OB Mtg/IAP proposes to host - next year, date & venue tbc. VPA to check with IAP* 	<p>INFO</p>
<p>5.0 Conclusion & Next Meeting</p>	
<p>5.1 Adjournment</p> <p>The OB Meeting was adjourned at 4.15pm, followed by the OB/CC Meeting thereafter.</p>	
<p>5.2 The next OB Meeting:</p> <p>Next Meeting : 7th OB 2024-2025 Date : 14 Jan 2025 Time : tbc Venue : Colombo, Sri Lanka</p>	

Ar. DEXTER Y.P. KOH
Honorary Secretary 2024-2025